

MINUTE RECORD

MICHIGAN DEPARTMENT OF COMMUNITY HEALTH/OFFICE OF DRUG CONTROL POLICY STRATEGIC PREVENTION FRAMEWORK/STATE INCENTIVE GRANT (SPF/SIG)	
WORKGROUP NAME:	Coalition Workgroup (CW)
DATE:	July 24, 2008
TIME:	2:30 – 3:30 p.m.
LOCATION:	State of Michigan General Office Building 7150 Harris Drive Dimondale, MI 48821
CHAIRPERSON	Ann Comiskey
RECORDER	Brenda Stoneburner

INTENDED MEETING OUTCOME

1. Review CW Survey responses
2. Update on Life of an Athlete (LOA), John Underwood
3. Discuss Michigan Profile for Healthy Youth (MiPHY) SPF/CW collaboration
4. Propose ideas for SPF/SIG Coalition List Serv

SUMMARY OF KEY POINTS

1. Welcome and Introductions were facilitated by Chairperson, Ann Comiskey.
2. Minutes of the June 25, 2008 meeting were deferred to August for approval.
3. CW Questionnaire responses were analyzed starting with the following discussion points:
 - Was everyone able to print a copy of the list of those who responded?
YES
 - Were there errors or omissions in the list?
There appears to be some duplication: Hillsdale, Troy Coalition, Royal Oak, Family Youth Initiative-Saginaw, Marquette, Gratiot County (Gratiot is a possible, Foxall will research)
 - Was everyone able to print a copy of the survey responses?
YES
 - Were there any surprises?
 - Many coalitions over 16 years old
 - Many had IRS nonprofit status
 - Building membership and funding concerns for about 75%
 - Most coalition effort directed at underage drinking issues
 - “Other” seemed to be next largest category (diverse effort)
 - Several coalitions still missing
 - What do the findings suggest?
 - Variety of training and TA needs (esp. capacity building)
 - State-level marketing could be effective (National Ad Council could be tagged – Foxall check)
 - SPF/SIG should consider 2-1-1 website and consider a sustainability tool (Kelsey to send info to CW)
 - Next Steps:
 - Comiskey will aggregate report and prepare a summary for SAC review. SAC will be requested to submit to ODCP to inform of current activities, trends and recommendations for incorporation into strategic planning.
 - Foxall check question 11
 - Lurie check to see if “other” category can be made more specific
 - Can state create a GIS map of coalitions are of current state record? Ken Lampar will pursue this with

- someone in Macomb County, Comiskey will check with OHSP as well.
- Zimmerman provide a definition of “coalition” (Submit to ODCP via SAC)
 - Comiskey/Foxall will explore possibilities for having a table at the statewide substance abuse conference for September 8 & 9, 2008. CF will also consult with PN, MPA and other staff regarding partnering options. The purpose of this table would be to display those coalitions on a GIS map that have responded to the survey and ask those coalitions not listed to complete the survey so that they could be added to the GIS mapping.

4. Life of an Athlete (LOA) – John Underwood returning in September. Comiskey will keep CW informed.
5. Michigan Profile for Healthy Youth (MiPHY) – In addition to Ann Comiskey, three CW members will work with MDE on MiPHY issues they are: Goldie Wood, Kelsey Winston and John Kroneck. Their names have been sent to Brenda Stoneburner. These persons will team with Kim Kovalchick, Byron Dot of MDE, designated SEW members and Carolyn Foxall of ODCP.
6. CW Calendar reminder for the balance of 2008 as follows:
 - Wednesday, July 23, 2008 2:30 – 3:30 p.m. Conference Call
 - Wednesday, September 24, 2008 2:30 – 3:30 p.m. Conference Call
 - Friday, October 17, 2008 9:00 – 10:30 a.m. Face-to-Face (preceding SAC)
 - Wednesday, November 19, 2008 2:30 – 3:30 p.m. Conference Call
 - Wednesday, December 10, 2008 2:30 – 3:30 p.m. Conference Call

7. Other

It was noted that there are a number of “unsung” success stories for coalitions and communities. It was suggested that these achievements could be featured on the website or in feature articles.

ACTION			
ACTION ITEM	RESPONSIBLE	DEADLINE	PROGRESS AND FOLLOW-UP ACTIONS
Minutes Typed	June Notes - Laux to Foxall July - Foxall	7/9/08	June minutes 8/1/08 July minutes 8/19/08
Check for errors and omissions to survey list	Foxall	9/10/08	
Send 2-1-1 Info to CW	Winston		
Prepare survey for SAC	Comiskey	9/19/08	For review at next SAC meeting
Survey research	Foxall Lurie	9/24/08 9/24/08	Question 11 Check options for “other”
Check GIS Mapping possibilities	Foxall	9/24/08	Consult w/ ODCP staff (Sheldon/Scott)
Statewide Coalition Definition	Zimmerman, Lampar	9/24/08	
Table at State Sub Abu Conference	Comiskey, Foxall	8/31/08	Foxall will consult w/MACMHB or others if partnering more practical
Follow-up on Coalition List Serv	Foxall	9/24/08	Consult w/ODCP staff
Research marketing possibilities	Foxall	9/10/08	State Communications and Natl. Ad Council

WORKGROUP OVERLAP			
<p>■ PLEASE LIST ANY ACTION ITEM, KEY POINT, OR MEETING OUTCOME (FROM ABOVE TABLES) THAT WILL EFFECT ANY OTHER WORKGROUP OR CLUSTER.</p> <p>■ LIST ANY DECISION, INFORMATION, POSITION, ETC., THAT YOU NEED FROM OTHER WORKGROUPS OR CLUSTERS.</p> <p>■ RECORD OVERLAP AMONG WORKGROUPS EVEN IF THE WORKGROUPS ARE IN THE SAME CLUSTER.</p>			
OVERLAPPING GROUPS	OVERLAPPING ISSUE	COMMUNICATION STRATEGY AND OTHER ACTIONS TAKEN TO RESOLVE OVERLAP	
SEW MDE MiPHY Workgroup	Survey Content Greater School District Involvement	Core Group will attend the next MiPHY Marketing Workgroup August 28, 2008, 1:30- 3:30pm,	
RESEARCH & TECHNICAL ASSISTANCE REQUESTS			
<p>■ PLEASE LIST EVERY REQUEST FOR RESEARCH, TRAINING, OR TECHNICAL ASSISTANCE HERE. PLEASE ALSO RECORD ALL ACTIONS TAKEN TO MEET THIS REQUEST. FOR EXAMPLE, YOUR REQUEST FOR RESEARCH MAY BE "NEED RESEARCH ON THE USE OF RISK ASSESSMENTS AT DHS." THE ACTION ITEM WOULD BE "GATHERING RESEARCH ON RISK ASSESSMENT FROM DHS." ANOTHER ACTION ITEMS MAY BE "JIM NYE GAVE A PRESENTATION ON THE RISK ASSESSMENTS USED BY DHS."</p> <p>■ NOTE THE REQUEST FOR RESEARCH IN THE "REQUEST FIELD." NOTE WHO YOU ARE CONTACTING TO MEET THIS NEED IN THE "TO WHOM" FIELD. NOTE ANY FOLLOW UP ACTION TAKEN IN THE "ACTION TAKEN" FIELD.</p> <p>Please be very clear about what is needed and what was done to meet that need.</p>			
REQUEST	TO WHOM	ACTION TAKEN	
State Communication Dept & Natl Ad Council	TBD		
NEXT MEETING			
DATE:	SEPTEMBER 24, 2008		
TIME:	2:30 – 3:30 P.M.		
LOCATION:	Conference Call #404-443-6397; Access Code 3319646#		
ANY ADDITIONAL COMMENTS?			
NONE			
ATTENDANCE			
PLEASE LIST EVERY MEMBER FOR EVERY MEETING REGARDLESS OF ATTENDANCE. PLEASE PUT "YES" IF THE PERSON ATTENDED THE MEETING AND "NO" IF THE PERSON WAS ABSENT. LIST EACH GUEST THAT ATTENDED THE MEETING.			
MEMBERS' AND GUESTS' NAMES	ORGANIZATION	WORKGROUP AFFILIATION	HERE? Yes/No
COMISKEY, ANN	TROY	CW CHAIRPERSON	YES
FOXALL, CAROLYN	MDCH - ODCP	STAFF LIAISON	YES
HORSFALL, SUZANNE	SUBSTANCE ABUSE COUNCIL SERVING CALHOUN COUNTY	VICE CHAIRPERSON	YES
KRONECK, JOHN	LGWPS MONTCALM COUNTY	MEMBER	No
LAMPAR, KEN	MACOMB COUNTY PREVENTION COALITION	MEMBER	YES
LAUX, TINE	MDCH – ODCP	ALTERNATE	YES
LURIE, SARA	ISAP INGHAM COUNTY/EATON ISD	MEMBER	YES
DAVENPORT, CHERYL	TROY COMMUNITY COALITION	MEMBER	YES
MCANDREW, E.J.	VAN BUREN/CASS DISTRICT HEALTH DEPT.	MEMBER	No

REESE, DONNIS	ALLIANCE OF COALITIONS FOR HEALTHY COMMUNITIES (ACHC)	MEMBER	No
SCOTT, LARRY	ODCP- PREVENTION SECTION, MANAGER	ODCP STAFF	No
SHARPE, FELIX	ODCP- PREVENTION SECTION, DIRECTOR	ODCP STAFF	No
TURK-WHITE, DOREEN	EMPOWERMENT ZONE COALITION, INC., DETROIT	MEMBER	No
WOOD, GOLDIE	BAY COUNTY PREVENTION NETWORK AT THE NEIGHBORHOOD RESOURCE CENTER	MEMBER	YES
ZIMMERMAN-OSTER, KATHLEEN	TEST, INC., FRASER	MEMBER	YES
WINSTON, KELSEY	UNITED WAY OF JACKSON COUNTY; JACKSON COUNTY PREVENTION COALITION	MEMBER	YES
STONEBURNER, BRENDA	MDCH-ODCP	GUEST	No
DOTY, BYRON	MDE	GUEST	No
KOVALCHICK, KIM	MDE	GUEST	No